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Chief, Planning Staff, OL

Director of Logistics

Shipment of Agency Materiel

1. You will conduct a study of the practices and procedures used in the shipments of Agency materiel falling within the responsibility of the Office of Logistics. This study will be made for the purpose of identifying areas in which management, efficiency, economy, coordination and manpower utilization may be improved.

2. The Chief, Transportation Division, and the Chief, Supply Division, will provide any assistance required.

3. This study will be submitted to me with recommendations by 14 February.

JAMES A. GARRISON

Distribution:

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